



DEPARTMENT OF THE ARMY  
CALIFORNIA ARMY NATIONAL GUARD  
HEADQUARTERS, CAMP ROBERTS  
CAMP ROBERTS, CALIFORNIA 93451-5000



CACR-TSM

30 September 2004

MEMORANDUM FOR Record

SUBJECT: Safety and Occupational Health Advisory Council (SOHAC) - Update

1. **PURPOSE:** The purpose of this advisory council is to enforce safety and health guidelines, provide a venue to recommend new or improved guidelines, recommend training, identify sources of safety issues and provide the commander with recommendations based on state, federal and installation regulations. This includes management of the annual Standard Army Occupational Safety and Health Inspection (AR 385-10).

2. **MEMBERSHIP:** The chairperson is the installation commander. The fire chief, aviation safety officer (M-day), and range officer are permanent members. The remainder of the council will be a good cross-composition of activities on the installation. Membership is chosen by the council.

3. **MEETINGS:**

a. **Council Meetings:** The SOHA Council shall meet every eight weeks or at the call of the chairperson. Council meetings shall be conducted in an open forum to allow participation by all members. Meetings shall consist only of council members and invited participants.

c. **State SOHA Meetings:** State safety meetings will be attended by council representatives at least quarterly

4. **ADMINISTRATION**

a. **Administration:** The Camp Roberts Safety and Occupational Health advisory Council shall operate under the general guidance of the Chief, Army Safety Center.

b. **Agenda:** The council meeting agenda shall be established by the chairperson and generally follow the HAZLOG.

c. **Sub-Committees:** The chairperson of the SOHAC shall have broad latitude to appoint committees, chaired by a member of the council to study issues or perform tasks determined to be necessary. Membership on such committees may be augmented by persons external to the council, as required, based on the nature of the tasking and the areas of expertise necessary. All committees will be dissolved upon completion of their tasks as determined by the chairperson.

CACR-TSM

SUBJECT: Safety and Occupational Health Advisory Council (SOHAC)

**5. INSPECTIONS.** The Fire Department is responsible for conducting the required fire safety inspections of buildings. The following Directorates have responsibility for conducting the annual Standard Army Occupational Safety and Health Inspection (using SAOSHI checklist) of Camp Roberts.

Directorate	Responsibility
Training Site Manager	Section A, Safety Administration
DPRM	Section 1, Occupational Health
DPW	Section 2, Walking-working Surfaces (Subpart D)
DPTMS	Section 3, Means of Egress (Subpart E)
DPW	Section 4, Occ Health & Environ. Control (Subpart G)
DPTMS	Section 5, Hazardous Materials (Subpart H)
DOL	Section 6, Personal Protective Equipment (Subpart I)
DPW	Section 7, General Environ. Controls (Subpart J)
DPTMS	Section 8, Medical & First Aid (Subpart K)
DPTMS	Section 9, Fire Protection (Subpart L)
DPW	Section 10, Compressed Gas & Air Equip. (Subpart M)
DOL	Section 11, Materials Handling & Storage (Subpart N)
DPW	Section 12, Machinery & Machine Guarding (Subpart O)
DPW	Section 13, Hand & Portable Powered Tools & Other Hand-Held Equipment (Subpart P)
DPW	Section 14, Welding, Cutting, & Brazing (Subpart Q)
DPW	Section 15, Electrical (Subpart S)
DOL	Section 16, Army POL Facilities and Operations
DPW	Section 17, Army Battery Charging Operations

## 5. REPORTS

**a. Reports of Council Meetings:** Minutes of the council meetings shall consist of an updated HAZLOG. The chairperson shall provide a copy of the HAZLOG to each council member, the Camp Roberts Directors, the State Safety Officer, and the G4 (CA ARNG) within 30 days following the meeting.

**b. Reports of Sub-Committee Meetings:** Each committee chairperson shall provide a written report(s) of its findings and recommendations to the chairperson of the SOHAC



JOHN F. SMITH  
COL, FA, CA ARNG  
Training Site Manager